**Board Meeting Minutes**
**August 15, 2019**

**The Charlevoix County Department of Health and Human Services Board held its monthly meeting on Thursday, August 15, 2019, at Grandvue Medical Care Facility in East Jordan. The meeting was called to order by Mary Jason, Board Chair, at 9:30 am with the following persons also in attendance:**

- **Rose Rau, Vice Chair**
- **Paul Andrews, Board Member**
- **George Lasater, Commissioner Liaison**
- **Carol Timmer, Administrator**
- **Steve Hoffman, Financial Services Director**
- **Jane Korthase, Human Resource Director**

**Guests: Bonnie Hughey, Housekeeping and Laundry Director, and Bob Draves, County Commissioner**

There was no public comment.

Mrs. Rau moved to approve the agenda; second by Mr. Andrews.
Yeas: 3
Nays: 0

Mrs. Rau moved to approve the minutes of the July 25, 2019, meeting; second by Mr. Andrews.
Yeas: 3
Nays: 0

Housekeeping and Laundry Director Bonnie Hughey gave a presentation about her department and discussed how Lean huddles have improved communication among her team members; Mrs. Hughey left the meeting at 9:50 a.m.

The Board reviewed the Department Head Reports.

Mrs. Timmer presented the Administrator's Report.

Mrs. Rau moved to receive the July 2019 financial reports; second by Mr. Andrews.
Yeas: 3
Nays: 0

Mr. Andrews moved to approve the July 2019 bills in the amount of $1,072,667.62; second by Mrs. Rau.

Yeas: 3
Nays: 0

Mrs. Rau moved to allow the transfer of funds from the Grandvue Capital Depreciation Account to the Grandvue Operating Account in the amount of $175,612.02; second by Mr. Andrews.
Yeas: 3
Nays: 0

Mrs. Rau moved to allow the transfer of funds from the Grandvue CPE Account to the Grandvue Operating Account in the amount of $1,083.70; second by Mr. Andrews.
Yeas: 3
Nays: 0

Bob Draves, George Lasater, Steve Hoffman and Jane Korthase left the meeting at 11:30. The Board reviewed the Administrator's goals with Carol Timmer.

The meeting adjourned at 11:58 a.m.

Respectfully submitted,
Carol Timmer, Recording Secretary
Mary Jason, Board Chair